

Bob Jones Academy



SUMMER PROGRAMS 2017

Table of Contents

Appendix A: Summer Programs Illness Guidelines	9-10
Appendix B: Abuse and Neglect	10
Appendix C: Bullying, Harassment and Intimidation	11
Availability	3
Chapel and Devotions	7
Discipline and Guidance	3
Dress	4
Financial Information	4
Groups	8
Hours	3
Illness, Medication and Special Needs	4
Lunch	6, 8
Drop-off and Pickup	6, 8
Swim Time	8

Bob Jones Academy exists to assist like-minded Christian parents in challenging students to love Jesus Christ, to embrace God's truth, to exercise integrity, to pursue excellence, and to serve others.

BJA's summer programs include KinderKamp for rising K4 through first grade students and Day Camp for rising second through ninth grade students.

General Information

Availability and Hours

Camp is open for rising K4 through rising ninth grade students from May 15 through August 4, 2017, as space is available. For current Academy students, camp is also open May 12 and August 7–11, 2017.

Hours: 7:30 a.m. through 5:30 p.m.

- All children may be released only to adults. If anyone other than a parent or legal guardian will be coming for your child, please notify the check-in desk staff. If the staff member does not recognize the person picking up your child, photo ID will be required.
- Parents are responsible to transport the child between facilities for any type of summer enrichment classes at BJU/BJA.
- Camp closes promptly at 5:30 p.m. See late fees under the payment section.

Locations:

- For rising K4– grade 1: Primary Center (864) 770-1391
- For rising grades 2–6: Elementary Main building (864) 370-1800, ext. 2905
- For rising grades 7–9: Middle School—Hutto Building, lower level (864) 370-1800, ext. 6320

Discipline and Guidance

Leaders will strive to promote acceptable behavior by modeling it themselves and reinforcing appropriate behavior through positive comments and praise.

Attendance at BJA's summer programs is a privilege, not a right. Children should obey camp staff the first time they are asked. A group leader will speak to any child who has a hard time listening to leaders, getting along with others or exercising self control. When necessary, a child may receive a time-out from activities. If the child still disregards guidelines, the director will talk to the child. The director will notify parents regarding further appropriate action as needed.

Parents with children under the age of 5 must annually complete a Statement of Cooperation with the school's discipline policies.

Open communication between parents and staff is encouraged.

Dress

- Clothing should be appropriate for both indoor and outdoor activities.
- Shorts that come to the top of the knee, pants, jeans, capris and athletic pants are appropriate, as are skirts with appropriate shorts or pants worn beneath.
- Tank tops are not appropriate for any child; midriffs must be covered.
- Clothing that shows pictures, symbols or messages contrary to a Christ-centered, biblical lifestyle is not permitted.
- Tennis shoes are recommended. Shoes should be non-marking.
- Hair styles should be neat and appear natural in color. Boy's hair should be off the collar and ears. In front it should come not lower than one finger width above the eyebrows. Hair should not be spiked.
- Jewelry should be kept to a minimum. Necklaces, earrings and bracelets are not appropriate for boys.
- Swimsuits for girls should be modest one-piece garments. Children participating in water day activities should wear T-shirts and knee-length shorts over their swimming attire.

Financial Information

Charges are billed once per month. If a check is returned by the bank unpaid, a \$20 charge will be added.

Hourly rate	\$4.75/hour
Lunch (rising grades 2–9 only)	\$5.15 (prices set by BJU Dining Services)
Registration	\$50
Late pickup after 5:30 p.m.	After 5:30 p.m. the rate is \$12 per 15 minutes, beginning with the first minute after 5:30 p.m.

Illness, Medication and Special Needs

Children need to stay home if they have any of the following symptoms: fever over 100 degrees, vomiting, frequent diarrhea, frequent cough, widespread rash, earache or severe headache.

Symptoms should not have been present for at least 24 hours before the child returns to camp.

For detailed information about when to keep a child home, see the chart in Appendix A.

If a prescription medication or over-the-counter medication is to be taken during the day, a parent should deliver it to the camp office in the original container along with a completed form for that medication. Diabetics must be able to

self-administer insulin. The Summer Program Medication form is located on the BJA website. All medications will be kept in a designated locked area.

Students who require an epinephrine injector must also submit an Anaphylaxis Emergency Care Plan as well as the antihistamine stated on the care plan. This care plan may be requested from the physician's office who prescribed the epinephrine injector. If your child has been a student at BJA, a copy of the care plan may be obtained from the school nurse prior to the start of summer camp.

Parents are responsible for knowing the expiration date of any medication and replacing medication before the expiration date. Camp personnel will not administer any medication past its expiration date.

Under federal law, prescription medication can be taken only by the person for whom it is prescribed. Misuse of prescription medication (including giving or receiving it) may result in dismissal from camp.

Please inform the camp director in advance of any special physical/emotional/medical needs that are unique to your camper. These special needs must be fully described. We will make every reasonable effort to serve and accommodate campers with special needs.

Injury and Emergency Information

In the event of a serious accident or emergency, the BJU Office of Public Safety as well as the Emergency Medical Services will be contacted. Parents will be notified immediately. It is important that we have current contact information at all times in case of an emergency. Please notify the camp director of any changes in your address, telephone numbers or place of employment.

Kindness and Appropriate Behavior

Bob Jones Academy is committed to being a community that demonstrates the love of Christ, one to another, in all circumstances. As Christians there should be no question about our attitude on these issues. Christians are admonished to be "kind one to another, tenderhearted, forgiving one another, even as God for Christ's sake hath forgiven you" (Eph. 4:32).

For detailed policy information related to abuse and neglect as well as to bullying, harassment, and intimidation, see Appendices B and C.

Lost and Found

Please label all of your child's personal property. Articles found without identification will be kept in a designated area at each building. Items remaining at the end of each summer will be donated to charity.

Restricted Items

The following items should not be brought to camp:

- Chewing gum
- Frisbees, baseballs, footballs and toys from home (except with permission from the director)
- Rollerblades, scooters, skateboards, skates
- Items to sell or trade
- Poisonous insects, reptiles, plants, pets
- Media players, radios, movies, video games, electronic devices, tablets, e-readers
- Fireworks, laser pointers, lighters, matches
- Any type of gun (including toy, paintball and Airsoft guns) or other weapons (including knives)

KinderKamp

KinderKamp serves rising K4 through first grade students.

A Typical Day

Children enjoy fun-filled days of age-appropriate activities. Our daily schedule is carefully designed to promote children's development through a balance of free-play in centers and outdoor playground time, as well as teacher-directed activities in our classrooms and gym. Children participate in a daily Bible time along with singing, reading and making crafts to go along with the weekly theme.

Drop-off and Pickup

A parent, legal guardian or sibling who is at least 18 years of age should bring a KinderKamper into the building and pick the child up at the end of the day. Parents use an intercom system to announce arrival and departure. Office staff assist parents and direct them to the proper location. Parents may park along the front sidewalk of the Primary Center while dropping off and picking up children from KinderKamp.

Lunch and Snacks

Please feed your child breakfast before bringing him or her to camp. KinderKamp children should bring all food and drink items for times they will be in attendance. There will be a morning and afternoon snack time, and children eat lunch beginning around 11:45 a.m. Refrigeration is not available for children, so items needing to remain chilled should have ice packs. Microwaves are available in the summer to heat items that require less than three minutes of cooking time. BJU Dining Services does not serve lunch to KinderKamp children during the summer. Water bottles that can be refilled during the day are ideal.

The South Carolina Department of Social Services mandates that we cannot offer firm, round foods to children under the age of five. Examples of such foods include whole grapes, hard candy, nuts, peanuts and popcorn. Hot dogs may be served if they are cut lengthwise and quartered. Grapes may be served if they are cut in half.

From time to time the camp leaders will email a sign-up list for parents who would like to help provide ingredients for special snacks that accompany the weekly themes.

Nap Time

KinderKamp children rest quietly on napping mats each afternoon. Due to the South Carolina Department of Social Services requirements and space limitations, specific mats may be purchased from the school office. The same mat can be used from year to year, provided it is in good condition. Mats with rips or tears will be replaced, and a replacement fee will be charged.

Many children find it more comfortable to place a blanket, sheet or large pillow case over the mat and also have a blanket as a cover. Children may also have a small napping item such as a pillow or stuffed animal to sleep with. Personal nap blankets and items will be sent home each Friday to be laundered and should return each Monday.

Water Day

KinderKamp children enjoy one day a week of playing in sprinklers or wading pools. Children should wear a T-shirt and shorts over their swimming attire and bring a complete change of clothing, a towel, and flip flops or water shoes. Water days will be announced in weekly email newsletters sent to parents.

Day Camp

Day Camp serves rising second through ninth grade students.

Chapel and Devotions

Group devotions are held Monday through Thursday between 11:30 and 11:55 a.m. Group devotions give leaders the opportunity to edify and encourage children in an age-appropriate and individual manner. During group devotions children pray for each other, worship the Lord through singing, and learn more about Him through His Word.

Combined chapel is held on Friday between 11:15 and 11:55 a.m. Special speakers challenge children spiritually, showing them how God works in individual lives and ministries. Chapel also provides an opportunity for children to use their talents in a worship setting as they provide music or speech specials during the chapel service. (See day camp director for additional details.)

Drop-off and Pickup

Parents should not leave a child unattended if they arrive before staff members are on duty and camp begins. For drop-off after 8:30 a.m. the parent should check with the check-in desk to see if their child needs to be transported to a different location to join the child's group.

For rising grades 2 through 9, please avoid picking children up during the 11:30 until 11:55 a.m. time of chapel and devotions. If pickup during that time is needed, please alert staff ahead of time, and arrangements can be made so that your child can leave discreetly.

For lunchtime pickup, please ensure that your child knows the plan. Please pick up the child between 11:55 a.m. and 12:30 p.m.

Groups

Children are divided into groups based on their grade.

- Children in rising grades 2 and 3
- Children in rising grades 4 through 6
- Children in rising grades 7 through 9

Lunch

Unless being picked up for lunch, children are transported (from the Elementary Main building) or walk (from the Middle School) to the Dixon-McKenzie Dining Common at noon to eat lunch. Children may bring a lunch from home, or they may sign up for a dining common meal upon arrival each day (cost will be billed to child's account).

Refrigeration is not available for children, so items needing to remain chilled should have ice packs. Microwaves are available for use.

Children are not to use vending machines on campus.

Swim Time

Children have several opportunities to swim throughout the week, so they will need to bring swimsuits and towels in a bag or backpack. Children store their items in lockers during swim time but may not leave any items there after swim time.

A certified lifeguard is always on duty during swim time. Activity leaders also accompany the children in the pool area. As a safety precaution, swim tests are used to evaluate each child's swimming proficiency. Any child who cannot touch the bottom of the pool or has not passed a swim test must wear a personal flotation device approved by the United States Coast Guard.

Appendix A: Summer Programs Illness Guidelines

Illness/Infection/ Symptom	Should You Stay at Home?	When You May Return
Chicken Pox	Yes	With parent note; when all pox have scabbed over and are dry
Cold	No (without fever) Yes (with fever)	See fever guidelines
Hand/Foot/Mouth Disease	Yes	With medical note
Diarrhea (2 or more loose stools in a 24 hour period)	Yes	24 hours after last diarrhea symptoms
Ear Infection	No (with physician's diagnosis)	
Fever over 100°	Yes	Free of fever for 24 hours without fever-reducing medication
Fifth Disease	Yes. If fevered or with behavior changes	Free of fever for 24 hours and able to participate in the normal camp routine
Impetigo	Yes	When all sores are dry and can remain covered with a watertight dressing
Head Lice	Yes. Please notify the camp office.	After treatment and removal of all nits in accordance with our "No Nit Policy"
Molluscum	No	Any bumps not covered by clothing must be covered with a water tight bandage. Any bumps in the diaper/underwear area of a child needing assistance with the bathroom must be covered with a water tight bandage.
Pink Eye—Bacterial	Yes	With medical note and when eye is no longer draining
Pink Eye—Viral	Yes	When symptoms are gone
Unidentified weeping rash	Yes	When rash is gone, unless a physician approves readmission
Ring Worm of the Body	No	With parent note documenting that treatment has been started
Ring Worm of the Scalp	Yes	With medical note documenting initiation of oral anti-fungal therapy

Roseola	Yes	After rash and fever are gone or with doctor's note
Strep Throat	Yes	With parent note stating diagnosis and treatment; 24 hours after beginning treatment and once the child is fever-free for 24 hours
Thrush	No, but treatment should be sought	
Vomiting	Yes	24 hours after the last vomiting and able to participate in camp activities
Mumps	Yes	With medical note; when all swelling is gone and at least 5 days after the onset of parotid gland swelling
Pinworm	Yes	24 hours after initial treatment
Measles	Yes	With medical note; 4 days after onset of rash and when the child is fever free
Rubella (German Measles)	Yes	7 days after onset of rash or with medical note
Salmonella	Yes	With medical note or when diarrhea resolves; 3 negative stool cultures are required for Salmonella
Pertussis (Whooping Cough)	Yes	With medical note documenting diagnosis and after 5 days of antibiotics

Appendix B: Abuse and Neglect

Bob Jones Academy follows the policy of Bob Jones University, which states:

BJU (including Bob Jones Academy) is committed to maintaining a safe, supportive educational environment conducive to growing Christlike character, including a zero tolerance policy in regard to any form of abuse. This commitment is in accord with biblical principles and the school's mission, as well as state and federal law. Because of this commitment, BJU places great importance on sustaining a safe and secure environment for children. To equip employees and volunteers to identify and know how to report cases of abuse and neglect, the University will provide periodic training.

For the complete policy, see www.bju.edu/life-faith/abuse-neglect-policy.pdf.

Appendix C:

Bullying, Harassment and Intimidation

Bob Jones Academy is committed to being a community that demonstrates the love of Christ, one to another, in all circumstances. As Christians there should be no question about our attitude on these issues. Christians are admonished to be “kind one to another, tenderhearted, forgiving one another, even as God for Christ’s sake hath forgiven you” (Eph. 4:32).

Bullying, harassment and intimidation will not be tolerated at Bob Jones Academy. Students who bully, harass or intimidate are subject to discipline, including but not limited to detention, demerits, suspension, expulsion and referral to the appropriate authorities where they may risk arrest and/or prosecution.

Bullying, harassment and intimidation are evidenced by repeated physical, verbal or emotional abuse toward a victim that produces fear, harm or damage. Harassment may include but is not limited to sexual or racial abuse. Bullying, harassment and intimidation may take various forms: verbal (name calling, put downs, racist remarks, teasing, threats, spreading rumors, sending inappropriate [violent, sexual, malicious, etc.] notes, pictures, cyberbullying or messaging); physical (pushing, hitting, shoving, biting, hair pulling, scratching, spitting, tripping, damaging or stealing the victim’s property, locking a person in a room, making rude gestures, initiating or forcing inappropriate touching, etc.); psychological (acts that instill a sense of fear or anxiety, etc.); or any act that insults or demeans a person in such a way as to cause distress, reluctance to attend summer programs, a decline in work standards or problem behaviors.

Students or parents should report suspected acts of bullying to the appropriate program director. In turn, all program personnel shall report or refer all suspected acts of bullying to the program director. Upon report of alleged bullying, harassment or intimidation, a program director, administrator, or designated investigator will conduct a thorough investigation, respond with appropriate measures and take appropriate disciplinary action consistent with the policy and procedure for discipline. If the acts of bullying rise to the level of criminal offense, the violating student(s) will be referred to the proper authorities and risk arrest and/or prosecution.

BJU may investigate such complaints in accordance with the BJU Discrimination and Harassment Grievance Procedures. The policies and procedures may be found at bju.edu/safety.

